

Sullivan County NH

Type of meeting: Board of Commissioners – Regular Business Meeting
Minutes

Date/Time: Thursday, January 21, 2010; 3 PM

Place: Sullivan County Health Care Facility, 1st Floor, Frank Smith Living Room, 5 Nursing Home Drive, Unity NH 03743

Attendees: Commissioners Jeffrey Barrette – *Chair*, Bennie Nelson – *Vice Chair* and Ethel Jarvis – *Clerk*; Greg Chanis – *County Administrator*; Jessica McAuliff – *Public Health Network (PHN) Coordinator*; Sheriff Michael Prozzo – *High County Sheriff*; Ted Purdy – *Sullivan County Health Care Administrator*; Ross L. Cunningham – *DOC Superintendent*; Sharon Callum (minute taker).

Public attendees: Kristen Senz – *Eagle Times Staff Reporter* and Larry Converse – *Claremont Citizen*.

3 PM The Chair, Jeffrey Barrette, opened the meeting. The *Pledge of Allegiance* was recited by all.

Non Agenda Item Election of Officers

The Chair turned the meeting over to the County Administrator.

Mr. Chanis noted, annually, the Board of Commissioners conducts a vote to decide on officers of the Board, which they would perform at this time.

3:02 Motion: to keep the same slate of officers: Jeff as Chair, Ben as Vice Chair and Ethel as Clerk.

Made by: Jarvis. Seconded by: Nelson
Voice vote: All in favor.

Agenda Item No. 1. Public Health Network Update, Jessica McAuliff PHN Coordinator

Jessica McAuliff distributed a "*Pulse of the Region*" draft newsletter [Appendix A]. She noted the newsletter was produced as a result of the regional planning partners wanting a consistent way to communicate among the partners.

Ms. McAuliff distributed a *Greater Sullivan County Public Health Network & Medical Reserve Corps Public Health Network Monthly Summary November-December 2009* document [Appendix B], and highlighted on:

- Staff hired through the grant funding,
- various grants: PHN, PHN PHER & ASPR Phase I, PHN Phase II, PHN Phase III, and Medical Reserve Corp (MRC),
- Budget status: currently within budget, on all,
- volunteers and clinics the MRC team has held,
- the MRC application was denied due to a fuzzy signature on one document,
- Accomplishments throughout November & December, and

➤ the Alternative Media Marketing Campaign they began - can view flu clinics and public health info at www.nh.gov and local info at www.sullivancountynh.gov/publichealth

Comm. Jarvis encouraged all, when they get a chance, to watch the PBS documentary on the 1918 flu epidemic, which covered how the virus was transported during the war. Ms. McAuliff added, the 1918 flu affected older people vs. the H1N1 affecting younger people.

Comm. Nelson commented that it was nice to see the group holding clinics all over the county.

3:12 Ms. McAuliff left the meeting.

Agenda Item No. 2 Sheriff's Office Report

Acceptance of Two (2) Highway Safety Grants

Sheriff Prozzo reminded all the Board previously approved his office submitting two Highway Safety grant applications, which he just received an approval notification of. He requested the Boards' approval to accept the funds. The grants were:

1. \$4,400 to conduct twenty-two (22) radar patrols
2. \$160 Highway Safety grant, with \$160 match already budgeted in the Sheriff's Office, to purchase another set of spike strips.

3:14 Motion: we authorize the Chair to sign the two Highway Safety grants [noted above].

Made by: Nelson. Seconded by: Jarvis.

Voice vote: All in favor.

Non Agenda

Legislative Bill

Sheriff Prozzo briefed the Board on Senate Bill 346 [Appendix C.1-3: Senate Bill relative to sheriff's fees for service of civil process], the senate committee hearing he testified at this past week - where he provided written documentation on current State mandated service costs / Grafton County Sheriff and Betsy Miller of the NHAC attended the hearing in support of the bill, also, and when the last time was that fees were adjusted: 2001 and before that it was 1995. Sheriff Prozzo asked the Board to encourage support for the proposed fee increase; the increase would allow the County to receive approximately \$25,000 in additional revenue - thereby covering the actual cost and not placing the tax burden on the tax payer. Sheriff noted both Senator Odell and Representative Beverly Rodeschin are sponsors of the bill. Commissioner Barrette questioned if the bill text included a stipulation for automatically adjusting fees in the future? Sheriff Prozzo confirmed "No." Mr. Chanis and the Board confirmed they would draft a letter of support to the Delegation.

Agenda Item No. 3. Sullivan County Health Care Administrator' Report

Agenda Item No. 3.a. Census

Sullivan County Health Care Administrator, Ted Purdy, reviewed the following documents [Appendix D.1-7]:

- *December 2009 Medicare, Private, Medicaid, HCBC, Managed Care, and Medicare B Revenue report:* Total monthly revenue variance \$20,208, \$141 new rate as of 1/2010; Medicare B remains strong; Private and Medicare B made up for other negative variances.
- *Revenue Review thru 12/31/09 report:* \$27,636 net negative variance without ARRA; still under expense budget and close on revenues. Mr. Purdy confirmed he would provide an update on the expense and revenue budget to actual at next Board meeting.

3:22 *Sheriff Prozzo and Kristen Senz left the room.*

- *Sullivan County Nursing Home Quarterly Resident Census report:* shows how trends have been working, YTD 138, average qtr 135.4.
- *Medicare Length of Stay Analysis report:* we'll see the Medicare admissions jump in December.
- *Summary Admission/Discharge List 12/1/09 thru 12/31/09 report:* 21 admissions/12 discharges.
- *Summary Admission / Discharge List 7/1/09 thru 12/31/09 (YTD):* 90 admissions/80 discharges
- *Month-end Aged Analysis report:* Purdy noted a \$60,000 Medicare check was posted 1/4/10, new Office Manager - Brenda Ash - has hit the ground running, and is working diligently with office assistance.

Agenda Item No. 3.b. Staffing

Mr. Purdy noted Patti Henderson has formally taken on the Director of Nursing position. Board of Commissioners were pleased to hear this news.

Comm. Jarvis asked Mr. Chanis sent a reference letter for Becky Trudelle. He had not, but confirmed he would.

Mr. Purdy noted they remain agency free as of today, they are attracting primarily per diem staff, vacations and call ins during the holidays were well covered and noted "kudos" to the current staff for filling in as necessary.

Agenda Item No. 3.c. Draft Charter Statement #2

Mr. Purdy distributed copies of the Draft Charter Statement #2 [Appendix E.]. He noted the Community Development Team took the Boards feedback to clarify the last bulleted item encompassing the issue related to community and residents and employees. He needed no formal motion, but requested verbal approval. Commissioner Barrette and Jarvis noted the charter looked good.

Commissioner Barrette noted *"Congratulations on the lack of agency use, filling the positions and retaining LNA's" ... "your premium per diem program really looks like its working"* and noted he's very impressed; he's *"personally happy with the way everything is here. Happy we have a DON we know that took the job"* and *"we are very fortunate"*. Mr. Purdy concurred, indicating he is very pleased with Ms. Henderson, they work well together; Henderson has picked up on initiatives as well as creating new ones. Commissioner Nelson noted it was *"nice to chose someone from inside vs. brining someone new in, which may have been kind of tough"*.

Agenda Item No. 4. Department of Corrections Superintendent Report

Agenda Item No. 4.a. Census

Supt. Cunningham distributed the DOC inmate census [Appendix F], which illustrated total census at 108 vs. 116 in 1/21/09; 23 pretrial. Supt. Cunningham confirmed the original HOC was built in 1972 for 44 inmates in 1972.

Agenda Item No. 4.b. Staffing

They currently have two vacancies to fill, just filled one vacancy with a person from VT, and two others during the week. They need one (1) FTE. The two vacancies are to replace the two officers now deployed to active duty in Iraq, who are on a one (1) year tour. Supt. Cunningham noted he received a "Thank you" letter from the military Commander for the County supporting the two deployed. A welcoming ceremony will be held upon their return.

Agenda Item No. 4.c. Inmate Holiday Party Update

The Board reviewed the memo from Jane Coplan, Program Director to Supt. Cunningham, dated January 11th [Appendix G], which briefed the Superintendent on the numbers of children who participated and the organizations that generously donated gifts and visitors. Supt. Cunningham noted they have sent "Thank you" letters to the donors.

Agenda item No. 4.d. Request For Transfer of Funds Form

Supt. Cunningham requested they table discussions on the *Request For Transfer of Funds Form* [Appendix H] until he attains a couple additional pieces: confirmation on salary line and impact of when the grant begins - it boils down to the cost of the offender on dialysis and one on high end medications. He noted, starting in November '09 Westwood came on board and provided a formulary, which is now in Dr. Chinoy and Schissel's hands. He received an estimate reflecting they are under cost to-date, but he's waiting for this month's bill as it includes the dialysis and high-end medications. Mr. Chanis noted, part of transfer is in meals; the revenues appear on the nursing home side, while the expense appears on the DOC side. As DOC census is down, theoretically, the meal expense should be adjusted to reflect this, plus the nursing home would reflect a loss in revenue. Mr. Purdy confirmed that revenue reduction should not jeopardize the overall total revenue numbers.

Mr. Purdy confirmed he'd be coming to the next meeting with Request For Transfer of Funds Forms, also, as they've used more Per Diem, less agency nursing, and more nursing expenses for items such as: wound vacs and wheel chairs.

Agenda Item No. 5. County Administrator's Report

Agenda Item No. 5.a. Community Corrections Center (CCC) Update

Mr. Chanis noted he led a tour of the CCC site today; they'd were hoping to shorten the CCC construction completion time line to July, but, anticipates it still being August; they are using the "critical path" tool; Mr. Purdy, Supt. Cunningham and Mr. Chanis met to begin discussions on transitioning the laundry to the CCC - doing this reduces laundry costs, will better utilize inmate labor and drastically improve laundry work area: ventilation, lighting and space. Chanis confirmed they anticipate a reduction in laundry staff budget by 1 FTE, but would be doing this through attrition rather than laying someone off. Commissioner Nelson noted, from the curb appeal perspective, less inmates being seen in the nursing home facility looks better. Mr.

Chanis confirmed the County needs to begin discussions on possible uses for the space vacated in the nursing home by the THU and laundry; as a side note, Chanis noted he met with Bonhag Associates – the company contracted to conduct a bio mass feasibility study - they discussed uses of some freed up space for new equipment. Mr. Chanis noted Supt. Cunningham and Mr. Purdy are creating a team to make the laundry transition go smoothly.

Supt. Cunningham noted they finalized the flooring; staff moved in to the new office space constructed in Phase I; they still need to complete the touch screen system. Commissioner Jarvis noted she would meet with Cunningham to schedule a tour of the construction and office space. Cunningham noted, with the new air handling system, they've noticed a decrease in health issues – Sullivan is only one of two county jails using the negative pressure air handling system and feels this has resulted in a huge improvement. Mr. Chanis would like to incorporate the same air exchange system within the nursing home facility.

Agenda Item No. 5.b. NH Primex Health Renewal 1% Discount Program Mr. Chanis noted copies of the NH Primex Health Renewal 1% Discount Program Agreement & Resolution were in their binders [Appendix I]. The Board also received copies of the NH Primex3 Agreement, previously approved. Mr. Chanis noted this was the "Extra Program" - if the County approves the Extra 1% discount program, it would take effect 7/1/2010; they would see an approximately \$25,000 savings. The programs, as stated in the "Where As" sections of the Extra Discount program, would be conducted to meet the discount criteria mainly through Human Resources. Mr. Chanis confirmed the final health care rate would not be set by Primex until April, but would not exceed 17.5. Commissioner Jarvis expressed concern about entering an agreement where the County did not have an "out", she cited Paragraph 20 in the original Primex 3 Health Care Agreement – indicating the County would be sacrificing their termination rights. Chanis noted the likelihood of terminating within the one year period is low, but confirmed he'd research the issue further with Primex and return with an update at the February 4th meeting – the form is due back to Primex by the 5th. Mr. Chanis has also requested Primex to provide a list and description of all their health care plan options.

Non Agenda Item Granicus Visit
Mr. Chanis noted he was contacted, recently, by a representative of Granicus company regarding video recording meetings and web linking them; the representative would like to link up with Sullivan County to discuss details; their lowest priced package ranges from \$10,000-\$15,000. Commissioner Nelson wants meetings taped and aired on NCTV and CCTV, to share dvd's with libraries, and feels this could be done for under \$1,000. Ms. Callum noted she'd discussed the equipment cost with one of the cable directors previously, and they had quoted more than that amount for just the video equipment, alone. The Board would like Mr. Chanis to draft a bid proposal.

Non Agenda Item Water testing
One of the Commissioners commented on the cost of water testing fees he noticed within one of the warrant batches. Mr. Chanis confirmed there are State labs, but Sullivan typically uses local labs as it's cheaper.

Agenda Item No. 6. County Commissioners Report
No reports.

Agenda Item No. 7. Public Participation

Larry Converse provided clarification of protocol on when House and Senate bills can be re-introduced, should they fail.

Larry Converse questioned, when the CCC opens, if the County would still be placing inmates at other County jails? The Commissioners and Supt. Cunningham confirmed, though volume would decrease, there would still remain incidences where these types of transfers would be necessary, due to: behavioral issues, segregation of inmates arrested for the same incident, if an inmate was related to a correctional officer or staff, etc.

Larry Converse noted he was still working on getting Claremont City to step up to their responsibility for the work needed on the river bank erosion from the last flooding – this pertains to the waste treatment line that runs from the Sullivan County Health Care facility to Claremont.

Agenda Item No. 8. Meeting Minutes Review

Agenda Item No. 8.a. 12/17/09 2 PM Executive Session
Not available at this time.

Agenda Item No. 8.b. 1/7/10 Public Meeting Minutes

Motion: to accept as printed the 1/7/10 public meeting minutes.
Made by: Nelson. **Seconded by:** Barrette.
Voice vote: all in favor. Jarvis abstained, as she was not at the meeting due to illness.

4:14 Motion: made to adjourn.
Made by: Nelson. **Seconded by:** Jarvis.
Voice vote: All in favor.

Respectfully submitted,


Ethel Jarvis, Clerk
Board of Commissioners

EJ/s.j.c.

Date signed: 2-04-10



Thu. Jan. 21, 2010
Soups & Chowder Contest
Time: 1 PM

Location: Unity County Complex – Activities Room
Sullivan County Health Care Facility
5 Nursing Home Drive, Unity NH 03743

Sullivan County NH, Board of Commissioners
SPECIAL MEETING NOTICE
Thu. Jan. 21, 2010
Time: 2 PM

Location: Unity County Complex – Business Conference Room
Sullivan County Health Care Facility
5 Nursing Home Drive, Unity NH 03743

1. Probable Executive Session Per RSA 91-A.3.II.a & c Personnel – Performance Review – Tabled From 1/7/10
2. Probable Executive Session Per RSA 91-A.3.II.a & c Personnel – Finalize Performance Review – Tabled From 1/7/10

Sullivan County NH, Board of Commissioners
Regular Business Meeting – AGENDA – 3rd Revision

Thu. Jan. 21, 2010

Location: Unity County Complex – Frank Smith Living Room
Sullivan County Health Care Facility
5 Nursing Home Drive, Unity NH 03743

- | | | |
|-------------------|----|--|
| 3:00 PM – 3:15 PM | 1. | Public Health Network Update
Jessica McAuliff, PHN Coordinator |
| 3:15 PM – 3:25 PM | 2. | Sheriff's Office
Acceptance of Two Highway Safety Grants |
| 3:25 PM – 3:40 PM | 3. | Sullivan County Health Care
Administrator's Report
a. Census
b. Staffing
c. Charter Statement #2 Draft |



- 3:40 PM – 4:00 PM 4. DOC Superintendent's Report
a. Census
b. Staffing
c. Inmate Holiday Party Update
d. Request For Transfer of Funds Form
- 4:00 PM – 4:20 PM 5. County Administrator's Report
a. Community Corrections Center Update
b. NH Primex Health Renewal 1% Discount Program Agreement & Resolution, Review & Ratification
- 4:20 PM – 4:35 PM 6. Commissioners' Report
- 4:35 PM – 4:50 PM 7. Public Participation
- 4:50 PM – 4:55 PM 8. Meeting Minutes Review
a. Dec 17, 2009 2 PM Executive Session
b. Jan 7, 2010 Public Meeting Minutes
- 4:55 PM 9. Adjourn meeting

Upcoming Events / Meetings:

- **Jan. 28th Thu. Sullivan County Juvenile Justice Advisory Council Meeting**
o **Time:** 3 PM
o **Place:** Newport District Court
- **Feb. 4th Thu. County Fiscal Agent – Grant Program Director Meeting**
o **Time:** 9 AM
o **Place:** Newport, 14 Main Street – 1st Floor Commissioners Conference Room
- **Feb. 4th Thu. Next Board of Commissioners Meeting**
o **Time:** 3 PM
o **Place:** Newport, 14 Main Street – 1st Floor Commissioners Conference Room

GREATER SULLIVAN COUNTY
PUBLIC HEALTH
NETWORK &
MEDICAL RESERVE CORPS



HIGHLIGHTS:

**H1N1: PUBLIC
HEALTH REGION
HAS VACCI-
NATED 3,000
PEOPLE !**

- Many residents came to the 26+ clinics that were held this flu season, to receive their H1N1 vaccinations.

WELCOME TWO NEW POSITIONS

- Jennifer Goodell,
Administrative
Assistant to PHN
- Shawna Carpenter,
Volunteer Services
Coordinator

MARK YOUR CALENDAR

- Next RCC MEETING will be held on the 3rd Thursday in February, 2/18/2010 from 9-11 am at the Commissioner's Conference Room, Newport.

PULSE of the Region

ISSUE I VOLUME III

11/01/2009

PULSE is a publication of the Greater Sullivan County Public Health Network, serving 15 municipalities in Merrimack and Sullivan counties. View us on the web at www.sullivancounty.gov/publichealth

H1N1 Public Health Region has vaccinated over 3,000 people !

Article by Jessica McAuliff & Shawna Carpenter

H1N1: The Greater Sullivan County Public Health Network region has organized and hosted over 26 H1N1 flu vaccination clinics at public sites and in school settings this season. We have vaccinated over 3000 people in the 14 town region! Currently the H1N1 virus seems to be slowing down in the State, but we expect a wave of illness to come again in the spring. With vaccinations, residents and their children will be prepared for a healthy Spring season. H1N1 has caused serious health outcomes for some ordinarily healthy people.

Influenza vaccines do not protect against other viruses that cause respiratory illnesses. Even after you are vaccinated, it is still important to wash your hands well and often, to cover your cough and sneezes, and to stay home if you are sick (for at least 24 hours after all fever is gone).

If you haven't already done so,

GET YOUR SHOT!

Dial **2-1-1** in New Hampshire or visit **WWW.NH.GOV**

to find a clinic near you.

EAGLE

THURSDAY, JANUARY 14, 2010

Really, it doesn't hurt a bit



ANGEL NOT PHOTO
Carmen Kneibler, 7, receives her H1N1 vaccine from Mary Schell of Cornerstone Valley Home Care as a vaccination clinic held at Cornerstone Middle School Wednesday. The nursing staff for the clinic run by the Greater Sullivan County Public Health Network, was provided by CVHC and the Medical Reserve Corps of Greater Sullivan County provided medical screening and registration for the 145 people vaccinated.

CALLING ALL VOLUNTEERS

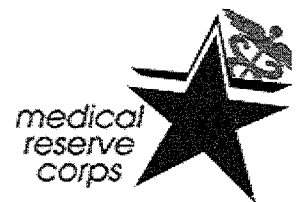
Article by Jessica McAuliff

Medical Reserve Corps is going strong! Despite snow and ice people came for shots and volunteers were steadfast. Sending a sincere Thank You to our dedicated volunteers who have made the H1N1 clinics happen, as well as all of our regional partners and community members who put in hours of their time to help. We would especially like

to recognize: Mary Holmes, Rose Marie Batts, Nancy Houghton, Happy Calloway and Bill Ross for their generous contributions of time and skills, to the H1N1 clinics this winter. . The MRC will continue to staff clinics and promote wellness this winter season; but we can't do it alone! We have several ways to get involved.

Are you on TWITTER? Follow us at TWITTER.COM/GSCMRC.

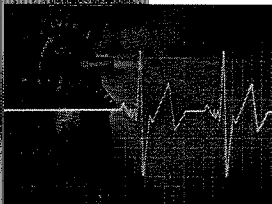
JOIN MRC TODAY ! Be a part of a rewarding volunteer experience offering many unique opportunities to serve your community. Call Shawna Carpenter at (603) 398-2045 or email for more information. mrc@sullivancountynh.gov



**GIVE A DAY, GET A
DISNEY DAY with
the GSCMRC !!**

**WE NEED YOUR
CONTRIBUTIONS**

**Don't forget to
check the
website for
CALENDAR
of upcoming
events and
meetings !**



www.sullivancountynh.gov/publichealth

MRC Joins Disney Incentive Program

Article by Jessica McAuliff

The Greater Sullivan County Medical Reserve Corps (MRC) is now a part of the *Give a Day, Get a Disney Day* volunteer program. This means that you can go to www.disneyparks.com and sign up to complete a local volunteer opportunity with the Greater Sullivan County Medical Reserve Corps, and you will be eligible to receive a FREE ADMISSION PASS to any Walt Disney World or Land Park!

The MRC is looking for a strong group of volunteers to assist with any health related event, including H1N1 clinics.

Our mission is to recruit, train, deploy, and retain volunteer health professionals and others who will contribute their skills and expertise in response to health threats, public health emergencies, and other community needs. The Greater Sullivan County area covers 14 towns in Sullivan and Merrimack Counties, from Charlestown to Wilmot, New Hampshire. MRC Volunteers will receive free trainings, plus are covered under Federal liability insurance while volunteering.

The MRC is proud to support the initiative by Disney Parks'

and the Hands On Network to encourage Americans to volunteer for their community. Local volunteer opportunities with the MRC will appear in the Disney Parks' search results on <http://www.disneyparks.com> on January 1, 2010.

Please view information about the Greater Sullivan County MRC at www.sullivancountynh.gov/publichealth and click on MRC at top right. To join MRC, please call (603) 398-2222 or email us at:

mrc@sullivancountynh.gov. You can also follow the Unit's activities on Twitter at TWITTER.COM/GSCMRC

Your Contributions, Please

We need your public health news!

Submit your contribution to our new newsletter, "PULSE of The Region"!

We can't keep this up without your input.

Feedback, Feedback!

How do you like the newsletter? Please let us know.

phn@sullivancountynh.gov

Corrections?

If an error appears we will gladly make a correction.

phn@sullivancountynh.gov

Jessica R. McAuliff

(603) 398-2222
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Shawna Carpenter

(603) 398-2045
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Jennifer Goodell

(603) 542-9511 x269

MARK YOUR CALENDARS!

JAN. 21 5-7 pm KICK OFF AND RECOGNITION DINNER !

The Common Man Restaurant

FEBRUARY. 18, 9 -11 am. REGIONAL COORDINATION

COMMITTEE MEETING 14 Main Street Newport

GREATER SULLIVAN COUNTY PUBLIC HEALTH NETWORK & MEDICAL RESERVE CORPS

5 Nursing Home Drive
Unity, NH 03743

Cell 603/398-2222
phn@sullivancountynh.gov

Public Health Network Monthly Summary November-December 2009

Grant funded staff:

- Jessica R. McAuliff, MPH, Public Health Network Coordinator 40+ hr per week.
- Jennifer Goodell, Public Health Network Admin Assistant 20 h per week. Sullivan Cty payroll
- Shawna Carpenter, Volunteer Services Coordinator 30 h per week, consultant
- Andrea Johnston, Outreach/communications planning consultant (4 weeks in January only)

Medical Reserve Corps

- 12 members graduated, forming TEAM 1
- 9 members completed orientation, forming TEAM 2
- Working with Shawna to continue recruitment and trainings
- Attended MRC Region 1 retreat in Connecticut this November
- Medical Reserve Corps grant application for amount of \$15,000 has been denied by NACCHO.

PHN Accomplishments

- September – Dartmouth Center for PH Preparedness held Regional Workshop at Newport Golf Club, illustrating Modular Emergency Medical System and Resources project.
- Dr. Rob Gougelet signed as Regional Medical Director for H1N1 orders.
- Thank yous to John Cressey and County facilities staff for setting up four-line telephone bank system and dedicated H1N1 clinic registration line (504-1000) in December.
- Coordinated and hosted first EMS/school nurse/dental H1N1 vaccination clinic held 11/4/09 at Claremont Fire House – 126 people vaccinated.
- Since 11/4, the PHN has organized and hosted 26 H1N1 vaccination clinics
- Since November, the PHN has vaccinated approx 3000 people in our Region
- We served all eligible children in 6 School Districts!
- 719 ¼ Volunteer Hours committed by regional partners for this unprecedented vaccination effort (excluding hours for Coordinator, Assistant, and all Nurses!). In all of 2009, including the H1N1 effort, our Regional partners volunteered a total of 940 hours of their time!
- Held a Public Forum for H1N1 Q &A on Nov 10th at PTO meeting, Richards School in Newport.
- Budget submissions have been completed. We are currently working off the following budgets: PHN FY 10, PHER Phase I, ASPR Phase I, PHN Phase II, PHN Phase III. PHN Phase IV to begin in February. Ordering medical supplies for POD/ACC per grant scopes of service.
- Jessica McAuliff attending NorthEast Public Health Leadership Institute
- Initiated alternative media campaign (social marketing), Started TWITTER account for MRC, Pulse of the Region bimonthly e-newsletters (attached), web site updates on County Public Health Network site www.sullivancountynh.gov/publichealth

SB 346-FN-LOCAL - AS INTRODUCED

2010 SESSION

10-2763

09/01

SENATE BILL ***346-FN-LOCAL***

AN ACT relative to sheriffs' fees for service of civil process.

SPONSORS: Sen. Odell, Dist 8; Rep. Rodeschin, Sull 2

COMMITTEE: Judiciary

ANALYSIS

This bill increases sheriffs' fees for service of civil process. The bill also establishes a new sheriff's fee to be charged to the defendant on any civil order of arrest.

Explanation: Matter added to current law appears in ***bold italics***.

Matter removed from current law appears [~~in brackets and struck through.~~]

Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.

10-2763

09/01

STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Ten

AN ACT relative to sheriffs' fees for service of civil process.

*Be it Enacted by the Senate and House of Representatives in General Court
convened:*

1 Sheriff's Fees for Service of Civil Process. Amend RSA 104:31 to read as follows:

104:31 Fees of Sheriffs and Deputy Sheriffs. At the time of the initial request for any of the following services, the required fees and mileage may be paid. The fees of sheriffs and deputy sheriffs shall be as follows:

I. For service of every writ, except as otherwise specifically provided, [~~\$15~~] **\$25**; for every service of a writ of possession, [~~\$15~~] **\$25**; for service of every demand for rent, eviction notice, small claims notice, process, and notice of execution, [~~\$15~~] **\$25**; and for service of every subpoena, [~~\$15~~] **\$25**.

II. For service of a bill, libel or petition, [~~\$15~~] **\$25**; provided that service of a petition with restraining order shall be [~~\$25~~] **\$30**.

III. For making an attachment of personal property or making a bulky attachment, [~~\$15~~] **\$25**.

IV. In every county for actual travel to serve any writ, notice, subpoena, process or execution, to be reckoned from the place of service to the residence of the officer, and for travel to attend any court by the order thereof, to be reckoned from the residence of the officer to the court, each mile, each way, [~~\$.45~~] **\$.55**.

V. For levying executions, or sheriff sales or both, on the dollar, for the first \$100 levied, \$.04; for all above \$100, and not exceeding \$500, \$.03; for all above \$500, and not exceeding \$1,000, \$.02; for all above \$1,000, \$.01; minimum fee, \$10.

VI. For making copies of writs, each, \$1; for postage and handling of writs, each, \$1.

VII. For leaving the copy and return required in the attachment of real estate at the office or the dwelling house of a register of deeds, [~~\$15~~] **\$25**.

VIII. For every service of a writ of attachment with a petition or writ of summons with a petition, [~~\$15~~] **\$30**; for every service of a writ of replevin, [~~\$15~~] **\$25**; for every non est return, \$10.

IX. For making a search, for taking an inventory, for conducting a sale or for waiting time, [~~\$15~~] **\$25** per hour in addition to any other fees specified in this section.

IX-a. For service of a civil order of arrest, \$25 to be charged to the defendant.

X. The state shall reimburse the sheriff's office, within available funds appropriated by the legislature, \$65 for each full day and \$35 for each half day, plus traveling expenses to attend any official business, for any person employed as a bailiff by the sheriff's office. For the purpose of this paragraph, a half day shall be defined as a day in which a bailiff works 4 hours or less. The state shall reimburse the counties,

within available funds appropriated by the legislature, for all costs associated with employing court bailiffs, if those costs are the result of job requirements imposed by federal and state governments.

2 Effective Date. This act shall take effect 60 days after its passage.

LBAO

10-2763

12/16/09

SB 346-FN-LOCAL - FISCAL NOTE

AN ACT relative to sheriffs' fees for service of civil process.

FISCAL IMPACT:

The New Hampshire Association of Counties states this bill will increase county revenue and decrease county expenditures by an indeterminable amount in FY 2010 and each year thereafter. There is no fiscal impact on state and local revenue or expenditures.

METHODOLOGY:

The New Hampshire Association of Counties states this bill increases sheriffs' fees for service of civil process and establishes a \$25 fee for service of a civil order of arrest to be charged to the defendant. The Association states the fees and any increases are paid by the individuals who use the services. The changes in the existing fees for sheriffs' services and the addition of the \$25 fee for service of a civil order of arrest will more accurately reflect the actual costs of providing the services. To the extent individual services are provided, county revenue would increase. County expenditures would decrease to the extent county funds are no longer expended to pay for the unreimbursed portion of the sheriffs' services that are provided. The Association is not able to estimate the fiscal impact of this bill as it does not know what type of services will be utilized and at what frequency.

MEDICARE							
	December 2008 Compare	December 2008 AVG CENSUS	December 2009 Actual	December 2009 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	222	7	277	9	341	11	-64
REVENUE	\$110,109.72		\$140,744.89		\$158,565.00		-\$17,820.11
AVERAGE RATE PER DAY	\$495.99		\$508.10		\$465.00		\$43.10

PRIVATE							
	December 2008 Compare	December 2008 AVG CENSUS	December 2009 Actual	December 2009 AVG DAILY CENSUS	BUDGETED		VARIANCE
CENSUS:	746	24	773	25	620	20	153
REVENUE	\$154,160.00		\$167,125.00		\$133,300.00		\$33,825.00
AVERAGE RATE PER DAY	\$208.65		\$216.20		\$215.00		\$1.20

MEDICAID							
	December 2008 Compare	December 2008 AVG CENSUS	December 2009 Actual	December 2009 AVG DAILY CENSUS	BUDGETED		VARIANCE
CENSUS:	3,208	103	3,353	108	3,379	109	-26
REVENUE	\$495,551.42		\$502,648.23		\$513,608.00		-\$10,959.77
AVERAGE RATE PER DAY	\$154.57		\$149.91		\$152.00		-\$2.09

HCBC (RESPITE)							
	December 2008 Compare	December 2008 AVG CENSUS	December 2009 Actual	December 2009 AVG DAILY CENSUS	BUDGETED		VARIANCE
CENSUS:	0	0	0	0		0	0
REVENUE	\$0.00		\$0.00		\$424.66		-\$424.66
AVERAGE RATE PER DAY	#DIV/0!		\$0.00		\$0.00		\$0.00

MANAGED CARE							
	December 2008 Compare	December 2008 AVG CENSUS	December 2009 Actual	December 2009 AVG DAILY CENSUS	BUDGETED		VARIANCE
CENSUS:	22	1	0	0		0	0
REVENUE	\$7,700.00		\$0.00				\$0.00
AVERAGE RATE PER DAY	\$350.00		#DIV/0!				#DIV/0!

	December 2008 Compare		December 2009 Actual				
TOTAL CENSUS	4,196		4,403				
AVERAGE CENSUS		135.4		142.0		140.0	

MEDICARE B. REVENUE							
	ACTUAL		December 2009 Actual		BUDGETED		VARIANCE
	\$35,721.74		\$50,649.38		\$35,061.42		\$15,587.96

TOTAL MONTHLY REVENUE VARIANCE

\$20,208

Revenue Review thru 12/31/2009								
		184	Days					
	Budget	6 mth Budget		YTD		Variance		
Medicaid	6,047,320	3,048,512		2,934,451		(114,061)		
Private	1,569,500	791,200		928,180		136,980		
Insurance	15,000	7,562		12,580		5,018		
Respite (HCBC)	5,000	2,521		3,590		1,070		
Medicaid Assessment	1,830,110	457,528		447,449		(10,078)	Paid quarterly	
ARRA				205,827		205,827		
Medicare Part B (Total)	412,820	208,107		288,456		80,349		
Medicare Part A	1,866,975	941,160		814,246		(126,914)		
Proshare	500,000						Paid at end of FY	
Net Variance from Operations						178,192		
Net Variance without ARRA						(27,636)		
Misc Income	5,000	2,521		6,505		3,984		
Laundry	75,000	37,808		46,254		8,446		
Cafeteria	13,000	6,553		9,332		2,779		
Meals	371,664	187,359		185,832		(1,527)		
YTD Variance		5,690,830		5,882,703		191,874		
	12,711,389							

Sullivan County Nursing Home
Quarterly Resident Census

	TOTAL DAYS	MEDICAID		PRIVATE		SKILLED		HCBC		MANAGED		LEAVE		TOTAL DAYS	
	AVAILABLE	DAYS		DAYS		DAYS		RESPITE		CARE		DAYS		FILLED	
Jul-09	4836	3330	80.84%	586	14.23%	203	4.93%	0	0.00%	0	0.00%	0	0.00%	4119	85.17%
Aug-09	4836	3280	78.85%	688	16.54%	192	4.62%	0	0.00%	0	0.00%	0	0.00%	4160	86.02%
Sep-09	4680	3213	76.94%	645	15.45%	296	7.09%	22	0.53%	0	0.00%	0	0.00%	4176	89.23%
1ST QUARTER	14,352	9,823	78.87%	1,919	15.41%	691	5.55%	22	0.18%	0	0.00%	0	0.00%	12,455	86.78%
Oct-09	4836	3296	76.42%	713	16.53%	304	7.05%	0	0.00%	0	0.00%	0	0.00%	4313	89.19%
Nov-09	4680	3218	76.99%	698	16.70%	264	6.32%	0	0.00%	0	0.00%	0	0.00%	4180	89.32%
Dec-09	4836	3353	76.15%	773	17.56%	277	6.29%	0	0.00%	0	0.00%	0	0.00%	4403	91.05%
2ND QUARTER	14,352	9,867	76.51%	2,184	16.93%	845	6.55%	0	0.00%	0	0.00%	0	0.00%	12,896	89.86%
Jan-10	4836		#DIV/0!		#DIV/0!		#DIV/0!	0	#DIV/0!		#DIV/0!	0	#DIV/0!	0	0.00%
Feb-10	4368		#DIV/0!		#DIV/0!		#DIV/0!	0	#DIV/0!		#DIV/0!	0	#DIV/0!	0	0.00%
Mar-10	4836		#DIV/0!		#DIV/0!		#DIV/0!	0	#DIV/0!		#DIV/0!	0	#DIV/0!	0	0.00%
3RD QUARTER	14,040	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	0.00%
Apr-10	4680		#DIV/0!		#DIV/0!		#DIV/0!	0	#DIV/0!		#DIV/0!	0	#DIV/0!	0	0.00%
May-10	4836		#DIV/0!		#DIV/0!		#DIV/0!	0	#DIV/0!		#DIV/0!	0	#DIV/0!	0	0.00%
Jun-10	4680		#DIV/0!		#DIV/0!		#DIV/0!	0	#DIV/0!		#DIV/0!	0	#DIV/0!	0	0.00%
4TH QUARTER	14,196	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	0.00%
FY '10 TOTAL	56,940	19,690	77.67%	4,103	16.18%	1,536	6.06%	22	0.09%	0	0.00%	0	0.00%	25,351	44.52%
YTD AVG.		107.0		22.3		8.3		0.1						137.8	

Avg
Census

135.4

140.2 Qtr thru Dec

RESIDENT CENSUS - FY 09

	TOTAL DAYS	MEDICAID		PRIVATE		SKILLED		HCBC		MANAGED		LEAVE		TOTAL DAYS	
	AVAILABLE	DAYS		DAYS		DAYS		RESPITE		CARE		DAYS		FILLED	
1ST QUARTER	14,352	8,970	74.56%	2,047	17.01%	953	7.92%	17	0.14%	44	0.37%	0	0.00%	12,031	83.83%
2ND QUARTER	14,352	9,447	76.78%	1,973	16.04%	801	6.51%	3	0.02%	80	0.65%	0	0.00%	12,304	85.73%
3RD QUARTER	14,040	9,448	75.11%	2,164	17.20%	916	7.28%	0	0.00%	51	0.41%	0	0.05%	12,579	89.59%
4TH QUARTER	14,196	9,826	75.66%	1,890	14.55%	1263	9.73%	0	0.00%	8	0.25%	0	0.00%	12,987	91.48%
FY '09 TOTAL	56,940	37,691	75.53%	8,074	16.18%	3933	7.88%	20	0.04%	183	0.37%	0	0.01%	49,901	87.64%
AVGERAGE		103.3		22.1		10.8								136.7	

130.8

133.7

139.8

142.7

Medicare Length of Stay Analysis
Sullivan County Health Care (SC)

Page 1 of 1
1/19/2010 11:13 AM
AR7400A

	Dec 2009	Nov 2009	Oct 2009	Sep 2009	Aug 2009	Jul 2009	Jun 2009	May 2009	Apr 2009	Mar 2009	Feb 2009	Jan 2009	12 Mos.	Calendar YTD
Total Admits & Readmits (All payer types)	21	13	17	11	17	11	8	7	18	17	17	16	173	173
MCR # Admits & Readmits	13	7	11	7	11	5	5	6	16	12	5	10	108	108
MCR # Discharges from facility	5	6	4	4	5	3	7	6	3	4	1	4	52	52
MCR Discharged LOS	25.0	23.3	17.3	35.8	10.6	59.0	49.1	39.8	19.0	25.8	14.0	35.0	30.8	30.8
MCR # End or A/R Change	2	2	6	3	2	6	4	5	5	8	8	3	54	54
MCR End or A/R Change LOS	39.0	49.5	58.7	36.7	81.0	59.8	50.3	31.6	24.0	58.9	36.9	26.0	45.7	45.7
Total Average MCR LOS	29.0	29.9	42.1	36.1	30.7	59.6	49.5	36.1	22.1	46.8	34.3	31.1	38.4	38.4
Total MCR Days	277	264	304	296	192	203	349	460	454	286	321	309	3715	3715
Rehab RUGs	274	264	298	266	192	190	349	449	447	283	309	263	3584	3584
% of Total MCR Days	99%	100%	98%	90%	100%	94%	100%	98%	98%	99%	96%	85%	96%	96%
Non-Rehab RUGs	3		6	30		13		11	7	3	12	46	131	131
% of Total MCR Days	1%		2%	10%		6%		2%	2%	1%	4%	15%	4%	4%
Default Days														
% of Total MCR Days														
A ADL (low dependency)	14	7		43	7		19	32	28	48	53	42	293	293
% of Total MCR Days	5%	3%		15%	4%		5%	7%	6%	17%	17%	14%	8%	8%
B ADL (medium dependency)	133	165	204	124	88	125	159	186	210	103	202	214	1913	1913
% of Total MCR Days	48%	63%	67%	42%	46%	62%	46%	40%	46%	36%	63%	69%	51%	51%
C ADL (high dependency)	130	92	100	129	97	78	171	242	216	135	66	53	1509	1509
% of Total MCR Days	47%	35%	33%	44%	51%	38%	49%	53%	48%	47%	21%	17%	41%	41%
Medicare Net Revenue	\$ 140,745	\$ 133,431	\$ 154,567	\$ 149,528	\$ 98,685	\$ 108,078	\$ 192,852	\$ 250,082	\$ 246,928	\$ 147,514	\$ 164,585	\$ 146,885	\$ 1,933,878	\$ 1,933,878

Note: This report includes only the selection criteria listed below.
Effective Date From 12/1/2009 Thru 12/31/2009

Appendix D.S.

Summary Admission / Discharge List

Sullivan County Health Care (SC)

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01/19/2010 11:12 AM
RJ6300B

<i>A/R Type</i>	<i>From/To</i>	<i>Admissions</i>	<i>Discharges</i>
MCD	Expired		1
	Home	2	3
	Hospital	2	2
	<i>MCD Subtotal</i>	<u>4</u>	<u>6</u>
MRA	Assisted Living		1
	Expired		1
	Home		2
	Hospital	13	1
	<i>MRA Subtotal</i>	<u>13</u>	<u>5</u>
PVT	Home	2	
	Hospital	2	1
	<i>PVT Subtotal</i>	<u>4</u>	<u>1</u>
	<i>Total</i>	<u>21</u>	<u>12</u>

Note: This report includes only the selection criteria listed below.
Effective Date From 7/1/2009 Thru 12/31/2009

Appendix D.6

Summary Admission / Discharge List

Sullivan County Health Care (SC)

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RI6300B

<i>A/R Type</i>	<i>From/To</i>	<i>Admissions</i>	<i>Discharges</i>
HCB	Home	2	2
	<i>HCB Subtotal</i>	<u>2</u>	<u>2</u>
MCD	Unknown		1
	Assisted Living	2	
	Expired		10
	Home	6	8
	Hospital	13	22
	Nursing Home	1	
	<i>MCD Subtotal</i>	<u>22</u>	<u>41</u>
MRA	Unknown		1
	Assisted Living		1
	Expired		5
	Home	7	11
	Hospital	47	11
	Nursing Home		1
	<i>MRA Subtotal</i>	<u>54</u>	<u>30</u>
PVT	Assisted Living	1	
	Expired		2
	Home	6	3
	Hospital	5	2
	<i>PVT Subtotal</i>	<u>12</u>	<u>7</u>
	<i>Total</i>	<u>90</u>	<u>80</u>

Month-end Aged Analysis

Sullivan County Health Care (SC)

For the Month of Dec, 2009

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AR6100B

<i>Resident (Res #)(Discharge Date)</i>														
<i>Type Balance</i>	<i>Dec</i>	<i>Nov</i>	<i>Oct</i>	<i>Sep</i>	<i>Aug</i>	<i>Jul</i>	<i>Jun</i>	<i>May</i>	<i>Apr</i>	<i>Mar</i>	<i>Feb</i>	<i>Jan</i>	<i>Dec</i>	<i>Balance</i>
Aged Analysis Summary														
HCB				3,590.40									2,122.88	5,713.28
INS	22,310.82	14,185.57	7,339.11	6,560.78	3,883.11	9,312.25	7,119.60	3,667.00	8,895.29	6,783.06	1,874.32	4,042.69	128,120.48	216,008.70
MCD	410,764.06	36,213.02	22,381.72	24,558.13	21,775.57	16,701.70	7,725.88	9,062.40	405.53	6,595.97	883.24	107.21	74,887.15	631,847.16
MCP	599.64													599.64
MRA	121,253.89	113,405.61	12,440.62	7,572.18	5,636.12		14,235.45	21,187.90		6,741.10		5,603.83	10,718.57	318,795.27
MRB	41,148.76	3,010.35		1,334.78	2,721.53	831.59	1,214.92	452.67	46.69	1,604.15	985.28	3,096.60	90,432.20	146,786.14
MXA	2,538.50	7,510.38	2,378.12	3,356.50	852.14	1,997.93	4,957.06	13,884.00	7,075.50	187.88	3,932.56	393.14	63,516.13	108,581.98
MXB	2,900.16	3,261.80	953.43	936.11	2,402.93	1,084.86	248.01	394.43	166.88	626.76	159.72	326.45	24,085.74	35,300.06
PVT	39,390.06	16,169.00	22,169.71	17,179.84	14,737.00	14,545.50	13,200.00	4,025.22	3,885.00	145.00	5,194.00	410.00	84,286.35	202,798.68
RES	27,141.15	16,382.68	9,916.93	9,448.31	1,580.06	234.86	4,381.93	1,545.63	1,778.13	81.38	184.50	68.51	33,382.17	35,299.60
PHC													375.00	375.00
HST			1,477.26				754.11	728.50	27.26	757.28	593.98	81.78	839.42	5,259.59
Totals:	668,045.04	177,800.39	79,056.90	74,537.03	53,588.46	40,722.93	53,340.94	54,158.89	18,430.64	23,522.58	13,119.16	5,040.49	445,251.75	1,706,615.10
	39.14%	10.42%	4.63%	4.37%	3.14%	2.39%	3.13%	3.17%	1.08%	1.38%	0.77%	0.30%	26.09%	100.00%

Draft Charter Statement (#2), SCHC

All Day, Every Day, We Make Life Better

Through:

- *Emphasizing relationships within the SCHC Community*
- *Community involvement in decision making*
- *Providing community members with opportunities to make a difference*
- *Support and encourage community member initiatives to improve quality of life*
- *Encourage independence and spontaneity*

January 2010

To: Supt. Cunningham
 From: Lt. Roberts
 Ref: population Breakdown

Thursday January 21, 2010

POPULATION DATA:

House of Corrections	Pre-Trial Inmates	Protective Custody
Male - 42	Male - 26	Male - 1
Female - 2	Female - 6	Female - 0

THU- Included in the total of HOC male inmates above

Male- 13
 Female- 0

Total Population (In House) - 77

Total Population January 21, 2009(in House) 80

Home Confinement/EM	Weekender	Merr County
Male - 4	Male - 4	Male- 3
Female - 2	Female - 0	Female- 2
NHSP/SPU	Grafton County	Cheshire County
	Admin Transfer	Admin Transfer
Male - 5	Male - 0	Male - 1
Female - 2	Female - 1	Female - 2
Hillsborough County	Southeastern/far/step one	Strafford Cnty
Admin Transfer		
Male - 3	Male - 0	Male- 0
Female - 0	Female - 1	Female- 0
Belknap County	Carroll County	
Male- 0	Male- 0	
Female- 0	Female- 0	

Total Census - 108

Total Census January 21, 2009- 116

Temp Hold for other jurisdictions- Included in the above in house Total population

Cheshire	Merrimack County	New Hampshire SP	Carroll
Male- 0	Male- 2	Male- 4	Male- 0
Female- 0	Female- 0	Female-2	Female-0

Pre-Trial Services- 23
 Male- 14
 Female- 9

Appendix C



**Sullivan County Department of Corrections
Community Corrections Department**

103 County Farm Rd. Unity, New Hampshire 03743-9403
Telephone: 603-542-9511 ext. 202 Fax: 603-542-3198

TO: Ross Cunningham, Superintendent

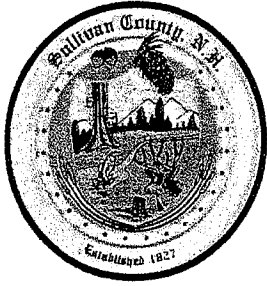
FROM: Jane Coplan, Program Director *J. Coplan*

RE: Inmate Holiday Party

DATE: January 11, 2010

This year the holiday parties for the children of the inmate population took place on December 20, 2009 at the Transitional Housing Unit and December 22, 2009 at the jail. There were approximately 35 inmates that took place in these events. There were also 45 children that received two gifts a piece through donations from the community. These gifts were approximately \$10 each which means that close to \$900 worth of toys was donated to the Sullivan County Department of Corrections. These donations came from the United Church of Acworth, The Episcopal Church of the Epiphany in Newport, the CHIPS program through donations coordinated by Mrs. Margaret Mackie-Ciancio in Concord, the Reverend William Exner of the Commission on Diocesan Outreach Ministries and other volunteer groups in Newport. The Reverend Daniel Ferry, of The Episcopal Church of the Epiphany was truly instrumental in obtaining over 50 gifts and an additional \$350 in gift cards that were raffled off at the holiday parties for the children of the inmates. Harold Liberty of Bradford also crafted handmade wooden toys for the children and gave them out at the event. The West Unity Church donated Christmas cards and stamps for the entire inmate population. We also had visitors from St. Andrews Church in New London come in and do a Christmas Concert for the inmate population on December 16, 2009. The staff at the Transitional Housing Unit, coordinated through CO Mahair also went out in the community with minimum custody female inmates to gift wrap the hundreds of gifts being distributed to needy families in the Newport area.

Volunteers Reverend Daniel Ferry, Retired Bishop Doug Theuner and his wife, and Mr. and Mrs. Harold Liberty also attended the parties and assisted with distribution of the toys. Overall, the events were a success and appreciated by inmates and their families. I would like to thank the security staff for their assistance and enthusiasm to ensure that these events were a success for everyone involved.



Sullivan County Department of Corrections
103 County Farm Rd
Claremont, NH 03743

Intra-Department Memorandum

From: R. Cunningham & T. Purdy

Date: 1/14/10

Subject: Meal line

At: DOC

To: Greg Chanis and Board of Commissioners

We budgeted for 8700 meals per month at \$3.56 per meal. The meal count was based on feeding 96 individuals per month. Our actual monthly meal count has been 87 individuals.

Our actual meal count for July – Dec 09 was 47,453

We budgeted and have had deducted an amount equaling a meal count of 52,200 for those same months

The difference in these two counts = 4,747 meals @\$3.56/meal or \$16,899 for the first 6 months.

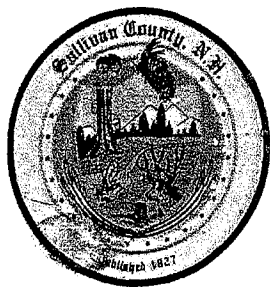
I am requesting to reduce the remaining meals billing by \$34,000 to reflect the reduction in meal count to date and continuing for the remainder of the year.

If approved, I am requesting that this savings be transferred to the medical line (14052) to cover anticipated shortages in that line.

Thank you,

Ross L. Cunningham

Ted Purdy



Sullivan County Department of Corrections
103 County Farm Rd
Claremont, NH 03743

Intra-Department Memorandum

From: Ross L. Cunningham

Date: 1/19/10

Subject: Transfer Request

At: DOC

To: Greg Chanis & Board of Commissioners

I am requesting to transfer \$96,000 from lines 10600.10001, 10600.11012 and 10600.14042 to the medical line. We currently house 8 inmates whose November & December pharmacy costs totaled \$12,831. The remaining inmates on medications totaled \$13,897 for November & December (total costs for 2 months \$26,728).

I am estimating pharmacy costs for the remaining FY10 budget (Jan - June) to be \$63,000

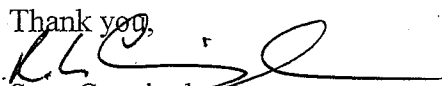
We have 1 inmate who receives dialysis treatment 3 times per week at a cost of \$910 per visit or \$2730 per week.

I am estimating remaining dialysis treatments for this inmate (Jan - March) at a cost of \$32,760.

As of 1/19/10, the balance in medical is \$38,256.98 which will cover medical appointments, lab draws, ER visits, contracted Doctor and Psych fees for the remaining budget year.

The transfer of \$96,000 will cover the estimated pharmacy and dialysis treatments for the remaining budget year.

Thank you,


Supt Cunningham


REQUEST FOR TRANSFER OF FUNDS

DEPARTMENT: _____ DOC _____

DATE: _____ 1/19/2010

	Account description	Account Number	Transfer From (Credit)	Transfer To (Debit)	Purpose of Transfer
1	Employee Salary	10600.10001	\$50,000.00		Cover pharmacy and dialysis treatments
	Medical	10600.14052		\$50,000.00	
2	Health Insurance	10600.11012	\$12,000.00		Cover pharmacy and dialysis treatments
	Medical	10600.14052		\$12,000.00	
3	Food	10600.14042	\$34,000.00		Cover pharmacy and dialysis treatments
	Medical	10600.14052		\$34,000.00	
4					
5					
6					

 1/20/10
 Dept. Head / Date

 1/20/10
 County Administrator / Date (when applicable)

 Commissioner Chair / Date

 Executive Finance Committee Chair / Date

**AGREEMENT AND RESOLUTION TO ENTER PRIMEX³ HEALTH
1% EXTRA DISCOUNT PROGRAM
JULY 1, 2010 THROUGH JUNE 30, 2011**

Bow Brook Place
46 Donovan Street
Concord, NH 03301-2624

(603) 225-2841
(800) 698-2364

www.nhprimex.org

Fax Numbers

Claims
(603) 228-3833

Coverage Programs/
Education & Training
(603) 228-3905

Primex³ Health/
Finance & Administration
(603) 226-6903

Member Services/
Risk Management Services
(603) 228-0650

WHEREAS, Sullivan County and Primex³Health wish to promote employee wellness in recognition of the fact that small changes in employee lifestyle and health care decision-making can have a dramatic effect on employee health, productivity, and quality of life;

WHEREAS, Primex³Health wishes to achieve benefit for the health coverage program and risk management pool through securing long-term membership and employee wellness commitments;

WHEREAS, Sullivan County agrees to promote employee wellness by participating in Primex³Health's Engaged Together for Results and Awareness (ExTRA) Program and agrees to extend their Primex³Health Participation Agreement for one (1) year through June 30, 2011;

WHEREAS, Sullivan County further agrees to the following conditions as part of the ExTRA Program:

1. During the remainder of the current plan year (now through June 30, 2010), shall fulfill the obligation of the current ExTRA Agreement, if applicable;
2. During the July 1, 2010 to June 30, 2011 plan year, to allow Primex³Health to conduct workshops on the following topics for employees:
 - a. Fall, 2010 – Nutrition; and
 - b. Spring, 2011 - Fit For Life; a look at weight management strategies and easy ways to include exercise and healthful living into our hectic schedules to stay fit for life.
3. The Fall Session shall be scheduled with the Primex³ Wellness Consultant no later than September 1, 2010 and completed no later than December 31, 2010;
4. The Spring Session shall be scheduled with the Primex³ Wellness Consultant no later than March 1, 2011 and completed no later than June 30, 2011; and
5. A minimum of seventy-five percent (75%) participation of all Primex³Health insured employees will be required at each workshop provided. Primex³ will make every effort possible to schedule workshop dates and times to accommodate employee shift schedules.

**LIMITED TIME OFFER
MUST SUBMIT TO PRIMEX³HEALTH NO LATER THAN 4:30PM EST FEBRUARY 5,
2010**

Sullivan County further acknowledges that by extending its Health Participation Agreement for the July 1, 2010 to June 30, 2011 plan year, the provisions of Paragraph Twenty (20) of the Primex³ Health Participation Agreement, entitled "Termination Rights of Employer," are suspended during the July 1, 2009 to June 30, 2010 plan year of this Agreement, and shall be reinstated for the end of the July 1, 2010 to June 30, 2011 plan year. Sullivan County agrees that failure to provide notice in strict accordance with the provisions of Paragraph Twenty (20) of the Primex³ Health Participation Agreement shall result in automatic renewal and continuation in the Primex³ Health pool.

WHEREAS, BE IT RESOLVED: To hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex³) to reduce Sullivan County's final Primex³ Health renewal by 1% through participation in the Primex³ Health ExTRA Program as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex³ risk management pool membership during the term of the Primex³ Health ExTRA Program. The coverage provided by Primex³ Health in each year of membership shall be as then set forth in the Coverage Documents of Primex³.

I attest that the foregoing is a true copy of the Resolution of the Governing Board of Sullivan County adopted on 1/21/2010.

Chair
Title of Board

1/21/2010
Date

Signature

Jeffrey Barrette
Name

County Commissioner Chair
Title (Duly Authorized)

Sullivan County

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MUST SUBMIT TO PRIMEX³ HEALTH NO LATER THAN 4:30PM EST FEBRUARY 5,
2010**

Primex³ Health
ExTRA Resolution and Agreement
November 2009